

**TOWN COUNCIL MEETING
February 5, 2018**

I. ROLL CALL

Town Council Members present:

Kristine S. Trocki, President
Michael G. White, Vice President
Blake A. Dickinson
Mary E. Meagher
Eugene B. Mihaly

Also in attendance:

Andrew E. Nota, Town Administrator
Christina D. Collins, Finance Director
Michael C. Gray, Public Works Director
Edward A. Mello, Police Chief
Lisa W. Bryer, Town Planner
Andrew J. Wade, Parks and Recreation Director
Mary Lou Sanborn, Library Trustees Chair
Sarah R. Baines, School Committee Vice Chair
Agnes C. Filkins, School Committee Member
Sally F. Schott, School Committee Member
Dorothy Strang, School Committee Member
Peter Anderson, Director of Buildings and Grounds
Carole Peterson, Melrose School Principal
Tracy Donnelly, RGB Architects
Jane Littlefield, Director of Finance
Peter D. Ruggiero, Town Solicitor
Cheryl A. Fernstrom, Town Clerk

II. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Council President Trocki called the regular meeting of the Jamestown Town Council to order at 7:09 p.m. in the Jamestown Town Hall Rosamond A. Tefft Council Chambers at 93 Narragansett Avenue, and Councilor Dickinson led the Pledge of Allegiance.

**III. TOWN COUNCIL SITTING AS THE BOARD OF
WATER AND SEWER COMMISSIONERS**

None.

**IV. ACKNOWLEDGEMENTS, ANNOUNCEMENTS, PRESENTATIONS,
RESOLUTIONS AND PROCLAMATIONS**

None.

V. PUBLIC HEARINGS, LICENSES AND PERMITS

None.

VI. OPEN FORUM

- A) Scheduled request to address. None.
- B) Non-scheduled request to address. None.

VII. COUNCIL, ADMINISTRATOR, SOLICITOR, COMMISSION/COMMITTEE COMMENTS AND REPORTS

- A) Town Administrator's Report: Andrew E. Nota
 - 1) Coyote Update.

Mr. Nota gave an overview of the meeting he and Chief Mello attended with RIDEM Chief of Law Enforcement Dean Hoxsie regarding ongoing observations of the deer herd in Jamestown. Chief Mello highlighted information from the meeting, including deer populations (estimated at 10 deer per square mile in Jamestown) and re-opening deer hunting on Dutch Island in the future. Discussion also involved coyote populations, limiting food sources, protecting pets, and public awareness. Public service announcements will appear in the *Jamestown Press* and Police Department website, with informational signage installed to make residents and visitors aware of best practices for dealing with coyotes and avoiding interactions. Discussion involved food sources that attract coyotes and coyote sightings.

Chief Mello referenced the recent breaking and entering event in Shoreby Hills and public forums scheduled on February 9th at the Senior Center at 11:00 a.m. and February 12th at the Library at 6:00 p.m. to inform residents how to protect themselves and their property.

- 2) Dutch Island Update.

Mr. Nota updated the Council on Dutch Island and the joint involvement between the Town and RIDEM to develop a management plan for the property.

- 3) School Department Budget Update.

Mr. Nota referenced School Committee members and professional staff in attendance and the proposed FY 2018-2019 budget provided to Council. The operating budget proposed reflects a 5.38% increase or \$688,000 over the current fiscal year, with a 6.38% increase in the Town's contribution or \$714,000. Upcoming School Committee meetings and budget sessions were noted to provide direct participation and information to the public. School Committee Member Strang commented on Vice President White's attendance at School Committee sessions.

- 4) State Transportation Improvement Program Update.

Mr. Nota reviewed an updated TIP report including drainage and pavement programs, transportation alternatives, and bridge and capital improvements. Councilor Meagher referenced the Jamestown Bridge Capital Program beginning in 2021, a total of \$19.55

million. Discussion of Narragansett Avenue conditions and replacement of the water main ensued.

VIII. UNFINISHED BUSINESS

- A) Jamestown Town Council/Jamestown Philomenian Library Board of Trustees Letter of Understanding – approval by Town Council; review, discussion and/or potential action and/or vote

Councilor Meagher noted the discussion and consensus that resulted in the Letter of Understanding that is acceptable to the Council and Library Board of Trustees to articulate the unique relationship.

A motion was made by Councilor Meagher with second by Councilor Mihaly to approve the Letter of Understanding.

Discussion. The Board of Trustees has the Letter of Understanding on their agenda for approval tomorrow evening, with minor edits. Solicitor Ruggiero advised the Council accept the Letter of Understanding and authorize signing by the Council President after approval by the Library Board of Trustees. Library Board of Trustees Chair Sanborn noted the minor edit under procedures on Page 2, third paragraph, to add the words “Chair of the” after the words “. . . and share such communications with the” and before “LBOT”. This was implied by the first paragraph on Page 2 and as discussed at the work session.

An amendment to the motion was proposed by Councilor Dickinson to include the Solicitor’s suggested language “and authorize the Council President to sign upon approval from the Library Board of Trustees”. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

- B) Upcoming Meetings and Sessions – dates and times
1) Preliminary Schedule for budget hearings; review and discussion

Mr. Nota reviewed potential dates with a revised schedule to accommodate the Zoning Board meeting and an additional School Department budget work session to cover the operating budget. The March 8th Town Capital Budget work session is changed to a Town/School Department Operating Budget work session, the March 27th Town Operating Budget work session is rescheduled to March 28th, and a second Town Capital Budget work session will be scheduled. The *Jamestown Press* will advertise all Town and School Department Budget Sessions.

IX. NEW BUSINESS

- A) School Infrastructure Project Application Stage 2 - approval by the Town Council; review, discussion and/or potential action and/or vote

Town Administrator Nota acknowledged School Committee members and administrative staff in attendance. The Stage 2 application process requires Council approval in order to consider the project as an option and to move forward with the five-year program.

School Department Director of Buildings and Grounds Peter Anderson addressed the Council and recapped the process to date. Stage 1 and Stage 2 comprise the application process and Stage 3 through Stage 5 include schematic design, design development, and construction documentation. The key factor for Stage 2 is confirmation of local support.

Architect Tracey Donnelly of The Robinson Green Beretta Corporation gave a PowerPoint presentation on the RIDE Stage 2 Submission covering the following:

- Update of the process to date and necessity for the application
 - Current share ratio reimbursement is 35-40% for specific projects including asbestos abatement, energy conservation, and handicapped accessibility
- General Building Condition
 - School buildings certified to be in good condition per C. A. Pretzer structural survey
 - Items identified in the application require replacement as they have exceeded their useful life
- Statewide Facility Assessment – Jacobs Report
 - Total need identified for Jamestown \$16,293,628 over a 5-year period
 - RGB developed a plan proposing \$6,708,772.58; \$5,862,893.67 bond funded and \$846,878.91 capital expenditures for:
 - Roof repair and solar panels - \$3,398,405.36
 - Lawn School 5th Grade Wing, with reconfigured collaborative space
 - Lawn School asbestos abatement - \$383,220
 - Lawn School window replacement - \$420,509.72
- In Summary – Jamestown Schools are in overall very good condition, RIDE Stage 2 Application allows the School Department to obtain State Aid for construction projects, and State Aid and Bond Funds to complete projects over the next five years

Questions and Answers.

Nancy Semco of Gondola Avenue asked for information on the top one or two priorities. Mr. Anderson explained priority one includes the kitchen exhaust system at Melrose and science wing emergency shut-offs at Lawn, totaling \$55,000. There is commitment by RIDE that Jamestown is eligible for a share ratio of 35%-40%. A Bond will be on the November ballot to fund the initiative. Town Administrator Nota further explained the process.

School Committee member Dorothy Strang emphasized roof repairs are on the application as they have reached the end of their useful life. Lengthy discussion ensued of the age and needs of the buildings and whether new buildings would be more cost effective. The program provides an opportunity to look at what is needed with the ability to opt out of the process.

School Committee Vice Chair Sarah Baines noted the whole State is reviewing the Jacobs Report, and routine maintenance after repairs is a requirement of the program. As Jamestown schools were not categorized as in need of replacement, State reimbursement for a new school would not be available.

Mr. Anderson provided information on replacement versus repairs and explained the FCI – Facilities Condition Index. The higher the rating the lower the building condition, and a rating of 65 or above requires replacement. Melrose has a rating in the 20's and Lawn has a rating in the 40's, and Jamestown would be challenged for replacement reimbursement from the State. One of the project goals is to minimize impact on the taxpayers. A \$6.7 million will take care of the required structural upgrades, and the new roof systems proposed will last 40 to 45 years. Discussion ensued.

A motion was made by Vice President White with second by Councilor Meagher to endorse continuance of this program and the RIDE Stage 2 submission application, with authorization for the Town Council President to sign the application to corroborate this vote. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

- B) Award of Bid: Architectural Services contract for Fort Getty improvements to Union Studio for an amount not to exceed \$18,000.00 as recommended by Parks and Recreation Director Andrew J. Wade; review, discussion and/or potential action and/or vote

Parks and Recreation Director Andrew Wade explained the RFQ process for Fort Getty improvements. Discussion involved the project scope and time frame for completion of the design phase. Lengthy discussion ensued of input from stakeholders and whether a building committee should be part of the process to determine what the public wants for their facility. Phase 1 includes the Gatehouse and restrooms, with more long-term projects to come.

A motion was made by Councilor Meagher with second by Vice President White to award this bid. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

- C) Adoption of 2018-2019 Marine Development Fund Operating Budget; review, discussion and/or potential action and/or vote
- D) Adoption of 2018 Harbor Permit Rates; review, discussion and/or potential action and/or vote

Chief Mello explained the proposed Harbor Operating Budget and 2018 Harbor Permit Rates as approved by the Harbor Commission at the January 10, 2018 meeting. Discussion ensued of surplus funds and how they are allocated (to the Reserve Fund for unanticipated expenses or small capital projects) and projected revenues and how they are derived.

Proposed Harbor Rates are the same as last year. The budget was developed by a Subcommittee of Chief Mello, Harbor Chair David Cain, and Harbor Clerk Kim Devlin.

A motion was made by Councilor Mihaly with second by Councilor Dickinson to accept the Marine Development Fund Operating Budget. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

A motion was made by Councilor Meagher with second by Vice President White to adopt the 2018 Harbor Permit Rates. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

- E) Appointment of Town Solicitor Wyatt A. Brochu as Assistant Probate Judge due to a conflict for Probate Judge J. Peter McGuirl; review, discussion and/or potential action and/or vote

Solicitor Ruggiero explained the conflict and that he cannot sit on this case either. This is for one Probate estate (Sullivan).

A motion was made by Councilor Meagher with second by Councilor Dickinson to approve the appointment of Town Solicitor Wyatt Brochu as Assistant Probate Judge. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

X. ORDINANCES, APPOINTMENTS, VACANCIES AND EXPIRING TERMS

- A) Appointments, Vacancies, and Expiring Terms; review, discussion and/or potential action and/or vote
 - 1) Jamestown Conservation Commission Member (one vacancy with a three-year term expiring December 31, 2020)
 - a) Letter of interest for appointment; interview conducted
 - i) Barbara Lundy

A motion was made by Councilor Meagher with second by Councilor Mihaly to appoint Barbara Lundy to the Conservation Commission. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

Barbara has great skills that will be helpful to the Conservation Commission.

- 2) Jamestown Harbor Commission Member (one vacancy with a three-year term expiring December 31, 2020 and one vacancy with an unexpired three-year term expiring December 31, 2018)
 - a) Letters of interest for appointment; interviews conducted
 - i) Eric Lexow
 - ii) Steven Bois

Both candidates had good qualities and experiences, one a long time resident and one a new community member.

A motion was made by Councilor Mihaly with second by Councilor Meagher to appoint Steven Bois for the three-year term. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

A motion was made by Councilor Mihaly with second by Vice President White to appoint Eric Lexow to the unexpired term. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

- 3) Jamestown Zoning Board of Review 3rd Alternate (one unexpired one-year term expiring December 31, 2018)
 - b) Letters of interest for appointment; interviews conducted
 - iii) Steven Ceceri
 - iv) James King
 - v) Lisa Hough

Discussion ensued of the qualifications and experience of the candidates.

A motion was made by Councilor Mihaly with second by Vice President White to appoint Lisa Hough.

Discussion. Lisa Hough has an extensive educational background and experience.

Back to the vote on the motion. **President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.**

XI. CONSENT AGENDA

A motion was made by Vice President White with second by Councilor Meagher to approve and accept the Consent Agenda. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

The Consent Agenda approved consists of the following:

- A) Adoption of Town Council Minutes
 - 1) January 16, 2018 (interview session)
 - 2) January 16, 2018 (regular meeting)
- B) Minutes of Town Boards/Commissions/Committees
 - 1) Jamestown Zoning Board of Review (11/28/2017)
- C) Abatements/Addenda of Taxes
Total Abatements: \$26,361.42 Total Addenda: \$26,361.42

1) Real Property/Motor Vehicle/Tangible Abatements to 2017 Tax Roll

Account/Abatement Amount

a)	01-0262-00	\$ 1,607.30
b)	03-0681-05	\$ 3,851.18
c)	06-0275-42	\$ 2,160.75
d)	13-0558-00	\$ 3,000.77
e)	19-0762-50	\$11,105.14
f)	23-0109-25	\$ 4,636.28

2) Real Property/Motor Vehicle/Tangible Addenda to 2017 Tax Roll

Account/Addenda Amount

a)	04-0968-60	\$ 4,636.28
b)	07-0850-80	\$ 3,851.18
c)	12-0739-99	\$ 2,160.75
d)	13-0555-05	\$ 3,000.77
e)	16-0210-20	\$ 1,607.30
f)	20-0110-50	\$11,105.14

D) Abutter Notification

1) An application for modification has been submitted to the Zoning Enforcement Officer, pursuant to Article 6, Section 609 of the Jamestown Zoning Ordinance. The Zoning Enforcement Officer has decided that the request is consistent with the requirements of 609. You have the right to file a written objection to this determination and, if timely filed, the request for modification shall be denied. If no written objections are received within thirty (30) days of January 18, 2018, the modification shall be granted. Application of George and Lisa Cadwalader, whose property is located at 23 Reservoir Circle, Jamestown, Rhode Island, and further identified as Tax Assessor's Plat 4, Lot 70 for a Variance, pursuant to Article 6, Sections 82-600 and 82-605, from Article 3 Section 82-302, Table 3-2, District dimensional regulations, for a front yard setback of 31 feet where 40 feet is required to construct an addition. Said property is located in a RR80 Zone and contains 18,028 sq. ft. This application and notice is provided pursuant to Article 6 Section 82-609, Modifications granted by building official.

E) Holiday License Renewal Application

1) **Island Rubbish Service, Inc.** dba: Island Rubbish Service
Address: 8 Swinburne Street

F) Event/Entertainment License Application

1) Applicant: Conanicut Island Art Association
Event: CIAA Opening Receptions for 2018
Dates: February 22; April 5; June 7; September 13; and
November 8
Location: Jamestown Town Hall

XII. COMMUNICATIONS, PETITIONS, AND PROCLAMATIONS AND RESOLUTIONS FROM OTHER RHODE ISLAND CITIES AND TOWNS

A motion was made by Councilor Meagher with second by Vice President White to receive the Communications. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

The Communications and Resolutions and Proclamations from other RI cities and towns received consists of the following:

- A) Communications
 - 1) Letter of Quonset Development Corporation with Audited Financial Statements for the year ended March 31, 2017

XIII. AGENDA ITEMS FOR THE NEXT MEETING AND FUTURE MEETINGS

- A) FY 2017 Audit Report (February 20)
- B) Conanicut Marine Services Waterfront Projects (February 20)
- C) Discover Newport Report (February 20)
- D) Award of Bid: East Ferry Renovation Project parking lot and paving contract (February 20)
- E) Planning Department/Planning Commission/Affordable Housing Committee Reports (March)
- F) RI Turnpike and Bridge Authority Solar Array Project
- G) Review of Legal Services Agreement for the Opioid Epidemic Litigation (February 20)
- H) Interviews/Appointments/Reappointments/Vacancies for Town Boards/Commissions/Committees not ne
- I) Final report on the Fire Station Rehabilitation Project
- J) Legislative Delegation Update (March 5)

Mr. Nota stated the Tree Committee will give a report at the February 20th meeting and there will be an Executive Session to wrap up a personnel issue with IBPO.

XIV. EXECUTIVE SESSION

None.

XV. ADJOURNMENT

A motion was made by Councilor Mihaly with second by Councilor Meagher to adjourn. President Trocki, Aye; Vice President White, Aye; Councilor Dickinson, Aye; Councilor Meagher, Aye; Councilor Mihaly, Aye.

The Jamestown Town Council adjourned the regular meeting at 8:57 p.m.

Attest:

Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
 Town Administrator
 Finance Director
 Town Solicitor